

MINUTES REGULAR MEETING

City Council of the Town of Colma
Town Hall, 1198 El Camino Real
Colma, CA 94014

**Wednesday, September 10, 2008
7:30 p.m.**

CALL TO ORDER

Mayor Helen Fisicaro called the Regular Meeting of the City Council to order at 7:30 p.m.

The students present for the Honor Roll recognition led the Pledge of Allegiance.

Council Present – Mayor Helen Fisicaro, Vice Mayor Joanne F. del Rosario, and Council Members Frossanna Vallergera, Joseph Silva and Diana Colvin were present.

Staff Present – Interim City Manager Laura Allen, City Attorney Roger Peters, Police Chief Bob Lotti, City Planner Andrea Ouse, Recreation Services Director Brian Dossey, City Engineer Rick Mao, Deputy Public Works Director Brad Donohue, and Administrative Technician Kris Krow.

Also Present: Rae Gonzalez, City Treasurer

PRESENTATIONS and INTRODUCTIONS

Mayor Fisicaro called each Honor Roll student up to the dais by name. The Mayor and Council presented each student with a Certificate of Achievement, a gift card and some school supplies. The following students were present: Alexander Gomez, Virginia Garrett, Joseph Gonzalez, Gabriel Gutierrez, Jose Huerta-Villegas, Martha Gomez, Elizabeth Chapman, Bea Dela Cruz, Micha Dela Cruz, Shannon Dela Cruz, Jose Luis Rangel, Isabella Montalvo, Lucas Montalvo, Jasyd Perillo, Jillian Perillo, Ramone A. Rivera and Regino Rojas.

Police Chief Bob Lotti introduced Office Seamus Bartlett, who has recently been hired by the Colma Police Department. The Mayor and Council shook Officer Bartlett's hand and welcomed him to the Town.

PUBLIC COMMENTS

Mayor Fisicaro opened the public comment period at 7:48 p.m.

Ruby Paniaqua, of Colma, had concerns about the upkeep of the street trees on D Street .

Pat Hatfield of the Colma Historical Association reminded Council and staff about the upcoming annual fundraising dinner on Saturday September 20th.

Mayor Fisicaro closed the public comment period at 7:50 p.m.

CONSENT CALENDAR

Mayor Fisicaro asked if there were any changes to the consent calendar. Mayor Fisicaro removed Item #6 and Item # 7 from the consent calendar for discussion. Councilmember Silva abstained from Item #1, as he was not present at the August 20, 2008 meeting.

1. Motion to Accept the Minutes from the August 20, 2008 Adjourned Regular Meeting.
2. Motion to Accept the Minutes from the August 27, 2008 Special Meeting.
3. Motion to Approve the Warrants List for August 2008.
4. Motion to Adopt an Ordinance Amending Colma Municipal Code Chapter 1.02, Relating to the City Council and Mayor and Meeting Procedures (second reading).
5. Motion to Adopt a Resolution Amending Subchapter 3.07 of the Colma Administrative Code, Relating to Expense Policy.
8. Motion to Adopt a Resolution Approving Second Amended Contract for City Attorney Services.

Action: Vice Mayor del Rosario moved to approve the Consent Calendar, Items # 1 through 5, and Item #8, seconded by Council Member Diana Colvin and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Mayor Helen Fisicaro	✓				
Joanne F. del Rosario	✓				
Frossanna "Fro" Vallergera	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Voting Tally	5	0			0

6. Motion to Adopt a Resolution Amending Budget for Fiscal Year 2007-2008.

Mayor Fisicaro noticed a correction needed in the resolution. The title "Interim City Manager" needed to be inserted in place of "City Manager."

Action: Mayor Fisicaro moved to approve a Resolution Amending Budget for Fiscal Year 2007-2008, with a correction, seconded by Vice Mayor del Rosario and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Mayor Helen Fisicaro	✓				
Joanne F. del Rosario	✓				
Frossanna "Fro" Vallergera	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Voting Tally	5	0			0

7. Motion to Adopt a Resolution Amending Colma Administrative Code Subchapter 1.07, Relating to Records Retention Policies.

Mayor Fiscaro asked about the retention period for records from regional committee assignments (for organizations such as the Colma Creek Committee) and the City Attorney stated that they could be destroyed when no longer useful because they were simply convenience copies of records kept the committee itself.

Action: Mayor Fiscaro moved to approve a Resolution Amending Colma Administrative Code Subchapter 1.07, Relating to Records Retention Policies, seconded by Council Member Silva and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Mayor Helen Fiscaro	✓				
Joanne F. del Rosario	✓				
Frossanna "Fro" Vallergera	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Voting Tally	5	0			0

NEW BUSINESS

9. CHANGES TO FACILITY RENTALS AT THE COLMA COMMUNITY CENTER

Recreation Services Director Brian Dossey presented the staff report. Council asked questions and made comments about the facility rental and the alternatives presented for changes to the rental policies.

Mayor Fiscaro opened the public hearing at 8:24 p.m.

Pat Hatfield, from the Colma Historical Association, reported that there had been damage to the Historical Association buildings and grounds during parties at the Community Center, including broken windows and trash around the building. Mrs. Hatfield said that in the future the Docents at the Museum will call Colma Police or the Community Center immediately to report problems.

Cynthia Siva, of Colma, suggested that renters be charged the non-resident fee if it is found that the resident who rented the facility does not stay on-site for the duration of the event.

Mayor Fiscaro closed the public hearing at 8:37 p.m.

Staff will take the comments under consideration and return to Council with revisions. No action was taken.

10. CITY COUNCIL PROTOCOLS

City Attorney Roger Peters presented the staff report.

A change was suggested regarding the handling of incoming mail from other agencies, specifically addressed to Council Member on committee assignments. Change should note that only the Council Member assigned to that committee will need to receive the packet for committee meetings.

Mayor Fiscaro opened the Public Hearing at 8:46 p.m. and with no comments, it was closed.

Action: Council Member Vallergera moved to Approve a Resolution Amending the Colma Administrative Code to Add Subchapter 1.02, Relating to City Council Protocols, to Re-Number Certain Sections and to Repeal Subchapter 1.11, seconded by Council Member Silva and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Mayor Helen Fiscaro	✓				
Joanne F. del Rosario	✓				
Frossanna "Fro" Vallergera	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Voting Tally	5	0			

COUNCIL CALENDARING

Mayor Fiscaro announced the dates for the upcoming meetings of the City Council.

October 1, Special Meeting/Study Session

October 8, Regular Meeting

November 12, Regular Meeting

REPORTS

Mayor Fiscaro reported that she attended the Major Employer and Property Managers Breakfast on September 4.

Council Member Silva reported that he attended the Council of Cities Dinner in Daly City on July 25, and the C/CAG meeting on August 14.

ADJOURNMENT

There being no further business Mayor Fiscaro adjourned the Regular Meeting at 8:48 p.m. p.m. in memory of:

- Raphaela "Babe" Lencioni, Colma resident
- Mark Garcia, Fairfield City Councilman
- Mazie Nevin, mother of Mike Nevin
- Paul Starzyk, City of Martinez Police Sergeant
- Glen Edwin Duncan, Colma City Councilmember 1970 – 1972
- Connie Moore, sister of Retired Police Sergeant Ed Ruggiero.

Respectfully submitted,



Kris Krow
Administrative Technician